

## **Staff Attorney, Housing Unit - Neighborhood Legal Services**

**Use your Law Degree to help people and change systems.** Neighborhood Legal Services (NLS), the largest provider of civil legal services in western New York, is seeking a dynamic staff attorney for the Housing Unit in its Niagara Falls office. The staff attorney will maintain a caseload relating to housing law and landlord/tenant law including evictions, unsafe housing conditions, public and subsidized housing related issues, and housing discrimination.

The staff attorney will handle all aspects of legal representation including client contact, pleading preparation, research, file maintenance, working with support staff, and hearing and trial work. Responsibilities include grant and contract requirements through casework and fostering pro bono involvement with the private bar.

### **Essential Responsibilities / Functions:**

- Provide a spectrum of legal assistance from advice/counsel by phone to affirmative litigations in a wide range of issues;
- Identify systemic problems that affect our clients' rights;
- Collaborate and coordinate with other NLS staff and community partners to assure effective referrals and holistic service delivery;
- Conduct community outreach, education and training;
- Ensure that all written work product is grammatically correct, carefully edited, well written, and appropriate for its audience;
- Develop relationships and engage in collaborations with a range of public and private community partners, including governmental agencies, courts, and community based organizations, to ensure integrative services and address systemic barriers facing our client community;
- Demonstrate cultural competency to work with clients challenged by poverty across the spectrum of diversity, including race, ethnicity, gender identity, sexual orientation, socio-economic status, age, immigrant status, religious identity, physical and mental disabilities, and limited English proficiency;
- Develop a substantive knowledge of all areas of law that impact our clients;
- Maintain a current knowledge of developments in law, civil procedure, and civil litigation law and strategies; and
- Develop a substantive knowledge of the social and economic forces that create poverty and inequality in the United States.

### **Core Competencies**

- Commitment to bringing justice to low-income WNY residents
- Cultural humility in working with clients across the spectrum of diversity, including race, ethnicity, gender identity, sexual orientation, socio-economic status, immigrant status, religious identity, physical and mental disabilities, and limited English proficiency
- Strong personal work ethic and ability to organize time, manage diverse activities, and meet critical deadlines with minimal supervision

**Qualifications**

- J.D. and NYS Bar Admission (considered if bar exam passed and admission pending)
- Previous experience working with low-income and/or underserved communities *preferred*
- Demonstrated commitment and sensitivity to low-income and underserved communities
- Second language fluency *preferred*

**Salary**

Up to \$75,500 with generous benefits, paid time off and opportunity for student loan forgiveness.

**How To Apply:** To apply, please send cover letter, resume, writing sample and 3 references to [HR@nls.org](mailto:HR@nls.org) by November 22nd. No phone calls please.

*NLS is an affirmative action/equal opportunity employer. Employer recruits without regard to race, color, creed, religion, national or ethnic origin, citizenship, ancestry, sex, gender (including identity or expression), sexual orientation, marital status, age, disability, or protected veteran status and any such candidates are strongly encouraged to apply.*